

## Mei Kwan (LKKAuto)

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**From:** Mei Kwan (LKKAuto)  
**Sent:** Monday, 14 March, 2022 5:08 PM  
**To:** 'Aunteng'; Cecilia Chong (LKK Auto)  
**Cc:** Admin A  
**Subject:** RE: Accident involving SJR8994R & SLK6223J on 29/12/2021 \*\*\* LKK REF: CC6/AIG22002334/ga3

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Categories:** HMK

Dear Sir / Madam,

We refer to the above matter.

Please be informed that OI has yet to report the accident.

***Please provide us the following and arrange for survey.***

- ***evidence i.e. video and scene photo***
- ***Police investigation result (if any)***
- ***Estimated cost of repair***

Our respective case handler, Cecilia will look into the matter and get back to you in due course.

***To check availability of the case handler, you may contact the undersigned.***

Thank you.

Best Regards,

**Mei Kwan** | Admin

**LKK Auto Consultants Pte Ltd**

Phone: 6366 0055 | email: [MeiKwan@lkkauto.com](mailto:MeiKwan@lkkauto.com) | fax: 67414108

Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

***Note: We are on work from home arrangement. All correspondence should be made via email. Submission of claim related documents will be in softcopy. Any inconvenience caused is much regretted.***

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**From:** Admin-D (LKKAuto) <admin-d@lkkauto.com>  
**Sent:** Monday, 14 March, 2022 3:55 PM  
**To:** 'Aunteng' <aunteng@premiumcarz.com.sg>; Admin A <admin-a@lkkauto.com>; assignments <assignments@lkkauto.com>  
**Subject:** RE: Accident involving SJR8994R & SLK6223J on 29/12/2021

Dear Aun Teng,

Thank you for the assignment.

Dear Admin-A,

Kindly assist. Thank you.

**Note: With immediate effect 04/03/2022 Summer Lee(assignment Team) will no longer be in our company.  
Please contact the undersign for survey arrangement.**

Best Regards,

**Yan** | Admin

**LKK Auto Consultants Pte Ltd**

Phone: 6741-8434 | email: [assignments@lkkauto.com](mailto:assignments@lkkauto.com) | fax: 6256-4315

Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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**From:** Aunteng <[aunteng@premiumcarz.com.sg](mailto:aunteng@premiumcarz.com.sg)>

**Sent:** Monday, 14 March, 2022 3:19 PM

**To:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; assignments <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>

**Subject:** Re: Accident involving SJR8994R & SLK6223J on 29/12/2021

Dear Officer-in-charge,

Attached amended accident report of SJR8994R.

Regards

Aun Teng

Premium Carz Services Pte Ltd

Tel: 6636 9100 Fax: 6636 9113

1 Kaki Bukit Avenue 6

#01-90 Autobay@Kaki Bukit

Singapore 417883

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**From:** Aunteng

**Sent:** 14 March 2022 15:17

**To:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; assignments <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>

**Subject:** Accident involving SJR8994R & SLK6223J on 29/12/2021

Dear Officer-in-charge

Refer to the above matter.

Attached our client's accident report for you to create a third-party file.

Your insured's vehicle is SLK6223J (AIG).

Our client's vehicle will be surveyed by Adrian.

In the meantime, please forward us a copy of your insured's report and advise us on the liability.

Regards

Aun Teng

Premium Carz Services Pte Ltd

Tel: 6636 9100 Fax: 6636 9113

1 Kaki Bukit Avenue 6  
#01-90 Autobay@Kaki Bukit  
Singapore 417883